

Important Reminders and 2017-2018 Funding Authorization and Disbursement Information Attachment to March 2017 Electronic Announcement

This document covers important reminders for the 2017-2018 Award Year as well as 2017-2018 funding authorization and disbursement information.

Important Reminders

We take this opportunity to remind schools of the following:

- For the 2017-2018 Award Year, a school must send and the COD System will acknowledge Common Record documents for all origination and disbursement information using COD Common Record Extensible Markup Language (XML) Schema Version **4.0c**. Unsolicited system-generated responses and COD Web Activity responses for all award years will be sent by the COD System using COD Common Record XML Schema Version **4.0c**.

For complete information about the schema version, refer to [COD Common Record XML Schema Version 4.0c](#) on the Information for Financial Aid Professionals (IFAP) website.

Note: Federal Student Aid will begin to fully validate Common Record files against the published COD Common Record XML Schema (schema). This means that if a school submits a Common Record that does not conform to the published schema format, it will not be processed by the COD System and a school will receive COD Reject Edit 210.

For more information about full schema validation, refer to the February 23, 2017 Electronic Announcement posted on the IFAP website.

- For schools interested in testing with the COD System before sending production data for the 2017-2018 Award Year, refer to the [COD School Testing for the 2017-2018 Award Year Electronic Announcement](#) on the IFAP website, or refer to Volume V, Section 1 of the [2017-2018 COD Technical Reference](#).

If a school uses a third party software provider, it should check with the provider regarding the availability of the provider's 2017-2018 software release.

Note for EDEExpress Users: EDEExpress for Windows 2017-2018, Release 2.0, scheduled for release in April 2017, will add Pell Grant, TEACH Grant, and Direct Loan functionality for the 2017-2018 Award Year. We will communicate EDEExpress Release 2.0 information through forthcoming electronic announcements on the [IFAP website](#).

Beginning March 26, 2017, the following will be in place:

- All 2017-2018 Award Year-specific message classes will include "18" as the award year indicator. All message classes are listed in Volume II, Section 2 of the 2017-2018 COD Technical Reference.
- The Direct Loan Master Promissory Note (MPN) ID will include "18" as the award year indicator.
- The TEACH Grant Agreement to Serve (ATS) ID will include "18" as the award year indicator if the ATS is completed for the 2017-2018 Award Year.

- The default award year will be 2017-2018 on all [COD Web Site](#) screens except the Request Post Deadline Processing screen. (The Request Post Deadline Processing screen defaults to the award year for which processing has most recently ended.)
- A school's selected report format will default to the format specified by the school's current report options. If desired, COD Web Site School User Levels 3-5 and Third Party Servicer User Levels 3-5 can change their schools' report options by accessing the Report Selection screen for the 2017-2018 Award Year after March 26, 2017.
 - To access the Report Selection screen, click on the Report Selection link on the [COD Web Site's](#) School Information Options screen. Updates to report formats for reports that are not award-year specific will be applied to all award years. Updates to report formats for reports that are award-year specific will be applied only to the award year selected in the Award Year drop down menu on the Report Selection screen.
 - Complete details on report formats are available in Volume VI, Section 8 of the [2017-2018 COD Technical Reference](#).
- A school's StudentLoans.gov website processing options will default to the current selections. For the options set with a date, we will increment the date by one year (for example, 4/1/2016 will become 4/1/2017). If desired, a COD Web Site School User Levels 3-5 and Third Party Servicer User Levels 3-5 can change the StudentLoans.gov website processing options on the [COD Web Site's](#) School Information Options screen.

2017-2018 Funding Authorization and Disbursement Information

2017-2018 funding authorization and disbursement information is summarized below.

Direct Loan Program

Schools that receive funds under the Advanced funding method and historically report actual disbursements prior to July 1st will receive an initial Current Funding Level (CFL) for the 2017-2018 Award Year the week of March 26, 2017. All other Advanced funded schools will receive an initial CFL for the 2017-2018 Award year in June 2017. Additional CFL increases will occur in November 2017 and February 2018.

Schools on Heightened Cash Monitoring (HCM1 and HCM2), Reimbursement, foreign schools, and those that request to be "records first" will not receive an initial CFL, but instead will receive funding increases based on actual disbursement records that are submitted to and accepted by the COD System.

The COD System will accept 2017-2018 actual disbursement data (DRI = "True") for Direct Loan awards beginning **March 26, 2017**.

Iraq and Afghanistan Service Grant Program

These grants will continue to be processed as they are for the 2016-2017 Award Year.

All 2017-2018 Iraq and Afghanistan Service Grants must be submitted via the COD Web Site; batch processing for these grants will not be available. To process an Iraq and Afghanistan Service Grant award successfully, a school must complete all of the following actions:

- Submit Iraq and Afghanistan Service Grant awards through the "Create Award/Pell" screen.

- Select CPS transaction number that contains the DoD Match Flag = “Y” and the Pell-Eligible Flag = “N”.
- Select the Iraq and Afghanistan Service Grant Indicator.

Funding for Iraq and Afghanistan Service Grants for the 2017-2018 Award Year will continue to be an exception-based process and based on anticipated disbursements [(Disbursement Release Indicator (DRI) = “False”)].

All disbursements for Iraq and Afghanistan Service Grant awards must be submitted as anticipated disbursements (DRI = “False”). Any 2017-2018 Iraq and Afghanistan Service Grant disbursements submitted with DRI = “True” will be rejected with COD Reject Edit 194.

A school will be able to draw down funds *after* it has submitted the Iraq and Afghanistan Grant award via the COD Web site. We will adjust the school’s CFL based on the amount of the accepted anticipated disbursements (DRI = “False”) of the award and send a Statement of Account (SOA) via email to the school.

Once the SOA is received, the school can log in to the G5 website and draw down its 2017-2018 Iraq and Afghanistan Service Grant funds. The funds will be posted under the G5 Award Number P408A17#### with the last four digits indicating the school's existing G5 Award Number for the Pell Grant Program. A school can expect to receive the SOA and be able to draw the funds within 3 business days of submitting the award.

Pell Grant Program

There is no Initial Authorization for the Pell Grant Program for the 2017-2018 Award Year. Schools will receive a Current Funding Level (CFL) based on the accepted and posted actual disbursement records that they submit to the COD System.

The earliest date on which a school may disburse a Pell Grant for the 2017-2018 Award Year, either with federal funds or its own funds, is **October 18, 2016**. The COD System will accept 2017-2018 actual disbursement data [Disbursement Release Indicator (DRI) = “True”] for Pell Grant awards beginning **March 26, 2017**.

TEACH Grant Program

There will be no Initial Authorization for the TEACH Grant Program for the 2017-2018 Award Year. Schools will receive a CFL based on the accepted and posted actual disbursement records that they submit to the COD System.

The COD System will accept 2017-2018 actual disbursement data (DRI = “True”) for TEACH Grant awards beginning **March 26, 2017**.